

## **NOTICE TO ALL TEMPORARY FOOD VENDORS**

**IT WILL BE THE POLICY OF THE HARTFORD HEALTH DEPARTMENT OT APPROVE FOR TEMPORARY FOOD VENDING ONLY THOSE VENDORS WHO MEET THE FOLLOWING REQUIREMENTS:**

1 APROVED HAND WASHING FACILITIES: APPROVED “WATERLESS” HAND CLEANER OR APPROVED SINK AND WATER SUPPLY FOR THAT PURPOSE.

2 ALL HOT FOOD MUST BE HELD IN ELECTRIC OR GAS POWERED DEVICES DESIGNED EXPRESSLY FOR THE PURPOSE OF HOLDING HOT FOODS AT OR ABOVE 140°F.

### **THE USE OF STERNO TYPE HOLDING DEVICES IS NOT APPROVED.**

3. ALL COLD FOOD HOLDING DEVICES MUST PROVIDE ADEQUATE COOLING FOR ALL FOODS TO BE MAINTAINED AT OR BELOW 45°F.

4 COLD FOOD HOLDING DEVICES SHALL NOT BE OVERFILED SO AS TO PREVENT PROPER AIR CIRCULATION.

5 ALL SHELLFISH HANDLERS MUST HAVE DOCUMENTATION OF THE SOURCE OF SHELLFISH STOCK.

6 ADEQUATE PROVISIONS MUST BE MAINTAINED FOR THE PROPER WASHING AND SANITIZATION OF FOOD PREPARATION UTENSILS.

**THESE REQUIREMENTS WILL BE STRICTLY ENFORCED. ANY VENDOR IN VIOLATION WILL EITHER LOSE HIS/HER VENDING PERMIT OR FOODS FOUND TO BE AT IMPROPER TEMPERATURES WILL BE DESTROYED.**

**CHECK LIST FOR TEMPORARY FOOD BOOTH OPERATORS**

- \_\_\_\_\_ Metal probe thermometer (0-220<sup>0</sup>F range)
- \_\_\_\_\_ Prep coolers and ice/ice packs
- \_\_\_\_\_ Cutting boards
- \_\_\_\_\_ Plastic wrap
- \_\_\_\_\_ Hand wash station with liquid soap and paper towels
- \_\_\_\_\_ Extra utensils: tongs, spatulas, spoons
- \_\_\_\_\_ Potable water supply (hot and cold)
- \_\_\_\_\_ Utensil washing containers
- \_\_\_\_\_ Bleach for sanitizing
- \_\_\_\_\_ Wastewater disposal
- \_\_\_\_\_ Grease disposal
- \_\_\_\_\_ Garbage containers, plastic bags
- \_\_\_\_\_ Clean wiping cloths and storage containers
- \_\_\_\_\_ Aprons
- \_\_\_\_\_ Hair restraints
- \_\_\_\_\_ Shelves, crates for off the ground dry food storage
- \_\_\_\_\_ Lights
- \_\_\_\_\_ No smoking signs
- \_\_\_\_\_ Toilets with hand wash stations
- \_\_\_\_\_ Log book

**This is a general listing of supplies you may need**

## **FIRE MARSHAL'S REQUIREMENTS FOR SPECIAL EVENTS**

The Event promoter is responsible for developing (or having developed) detailed "to-scale" drawing(s) of the entire Event site. Included on the drawing(s) shall be locations of all tents, booths, amusement rides (if any), concession stands, stages/platforms and generators. Also included shall be the designation of each booth, stand, etc. which will be vending food and the types of cooking equipment to be used. The drawing(s) shall be submitted to the Fire Marshal's Office no less than thirty- (30)-days prior to the Event.

Adequate fire lanes (16-feet wide) must be provided and maintained for easy access and use by emergency vehicles (i.e. Fire Department, Police Department, Ambulance service, etc.).

All fire hydrants must be kept free, clear and unobstructed.

All tents, canvas-type booth and/or coverings must have a label affixed stating they have been tested and is fire retardent.

Tall weeds and grass must be cleared from any areas being used to a distance of thirty- (30)-feet beyond the area being used.

In all booths, cooking with stoves, ovens, deep fat fryers, etc. fueled by L.P. gas must be of a type carrying a recognized testing laboratory seal of approval and these cooking devices must have there tank or tanks secured by means of sufficient to keep the tank(s) in position of use and prevent them from being knocked over.

Booths that are using propane are limited to one (1) 100-pound cylinder of five (5) 20-pound cylinders per participant. If there is a need for more, you must contract a certified licensed gas dealer to install an approved manifold. Written proof must be submitted to the Fire Marshal one (1) month before the Event.

Charcoal grills used for cooking shall only be permitted if the grill is a minimum distance of three (3) feet from the public accomplished by a substantial barrier. The grill shall also be located a min. of three (3) feet from sides of tents, booths and stands.

A minimum of one (1) portable extinguisher, of not less than ten (10) pounds ABC agent, shall be positioned in each booth where cooking is taking place. In any area where a charcoal grill is being used, in addition to the 10-pound ABC extinguisher, there shall be one (1) pressurized water extinguisher provided at each charcoal grill.

In accordance with Section 29-143a of the Connecticut General Statutes, fire protection in the form of personnel and equipment, shall be required as deemed necessary by the Fire Marshal. Such protection shall be paid for by the person or persons operating, conducting or promoting the Event.

Prior to a Special Event being held in a building which was not designed and built as a “place of Public Assembly” approval must be granted by the Fire Marshal and Building Official. Examples of these are Events to be held in City Hall Atrium, Atriums in various Office building, etc.

If Special Events (fireworks or theatrical pyrotechnics) are planned to take place during a Special Event, application for permits must be secured from the Office of the State Fire Marshal, Fireworks Section, located at the Department of Public Safety in Middletown, CT (860) 685-8460.

If amusement rides are planned for a Special Event (whether indoors or outdoors) the Outdoor Amusement Licenses Section, Office of the State Fire Marshal must be contacted, (860) 685-8470.

For questions or any further assistance contact the Fire Marshal’s Office from 8:30 am to 4:30 pm, Monday through Friday. (860) 722-8250.